

July 2012

Salton Sea Financial Assistance Program

California Department of Fish And Game

*DWR – FloodSAFE Environmental Stewardship and Statewide Resources Office
(FESSRO)*

California Natural Resources Agency

Proposal Solicitation Package



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Introduction

This Proposal Solicitation Package (PSP) describes the process for applicants, local agencies and other qualified entities (see Salton Sea Financial Assistance Program Guidelines), to solicit grant funding to support near-term actions to improve habitat for fish and wildlife at the Salton Sea. The Guidelines and PSP provide the overall scope, priority, and desired outcomes of activities that will receive grant funding under the Salton Sea Financial Assistance Program (FAP) and establish the process and criteria for selecting proposals and awarding grant funding to applicants. The FAP has \$3,000,000.00 available for this first funding cycle. For this first round of solicitation, although it is encouraged, local cost-share is not required.

The guidelines and PSP, developed for the California Department of Fish and Game (DFG) by the California Department of Water Resources (DWR), are posted on the DWR web site (<http://www.water.ca.gov/saltonsea/>). These guidelines were available for public review and comment for 30 days. During the public review period, DWR conducted 2 public workshops on the draft Guidelines and PSP Package for interested parties. Public comments were considered and incorporated into the final Guidelines and PSP. The final Guidelines and PSP are posted on the DWR website above.

All applicants will be required to submit an application using the online Bond Management System (BMS), a digital copy of the complete application on a Compact Disk (including all the attachments and the full view pdf copy of the online application), and a signed original copy of the resolution (Attachment A1). The full view application must be completed before being saved as a pdf.

Once the guidelines and PSP are released, the applicants will have 60 calendar days to submit their proposals in order to be considered for funding. The online BMS application form and instructions are available through the homepage at <http://www.water.ca.gov/bms>.

Applicants must first register their organization with BMS before filling in the application.

This PSP is necessary to help you navigate through the online BMS application system. During the solicitation period, a workshop will be held by DWR and DFG staff to demonstrate to applicants how to use BMS. Use the point of contact below if you would like to be added to the mailing list and notified of the workshop.

Point of Contact

For questions about this document, or other Salton Sea Financial Assistance Program documents, please contact Vivien Maisonneuve at (916) 651-0154 or by email at vmaisonn@water.ca.gov.

Website

This document as well as other information about the Salton Sea FAP is available from the Program website:

<http://www.water.ca.gov/saltonsea/>

1. Registering with the Bond Management System (BMS)

Any interested party or organization can register with the BMS system at anytime. From the BMS homepage, click on “Registration” and follow the steps to complete the process for each user and organization. Please see the BMS public user guide, available on the homepage, for further instructions.

After registering, navigate to the “Salton Sea FAP 2012” on the Active PSPs list to apply for this application cycle.

Once the PSP is released, the applicants will have 60 calendar days to submit their proposals in order to be considered for funding.

2. Submitting a Grant Application

Submit one online application for each project proposal. A “master” application containing several projects at more than one location is not eligible for funding. However, applicants may submit more than one application per grant round. Applicants will have 60 days from the release of the PSP to submit their applications both online and by mail.

After submitting your application online, print your application as a PDF using the “Full View” feature on BMS. Mail the PDF (electronic) with one hard copy of original signature pages, along with any supplementary materials on a CD/DVD in Word, Excel, or PDF to this address:

Kent Nelson
CA Department of Water Resources
Salton Sea Restoration Program
P.O. Box 942836
Sacramento, CA 94236-0001

3. Funding

The Program will be funded through the Salton Sea Restoration Fund, which was established with enactment of the Salton Sea Restoration Act (Chapter 13 of Division 3 of the Fish and Game Code commencing with Section 2930) and funded in part by Proposition 84 (The Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006).

Approximately \$3 million is targeted for this solicitation cycle, reflecting the availability of Proposition 84 funds that have been allocated to the California Department of Fish and Game this fiscal year for the purposes mentioned in the Guidelines (p. 2, section 2 - Funding Sources).

There are not maximum grant award amounts set for this round of solicitation. It is limited to the \$3 million available for the entire Salton Sea Financial Assistance Program. There is no cost-share requirement, but it is encouraged.

4. Application Form

The online application requires the applicant to respond to a series of information fields intended to elicit key information about the proposal and how effectively the proposed work meets the goals of the grant program. The information provided will be used to evaluate project proposals according to the evaluation and scoring criteria described in [Table 5-3](#).

When entering information, it is recommended to prepare your application responses ahead of time and then copy and paste the text into the online form fields. Also, it is recommended to save your application after completing each form field or attachment upload; uploading too much information at once can overload the system.

The online BMS application is organized by tabs, and applicants are required to complete five separate sections:

- Applicant Information
- Project-specific information for one of the four possible project categories:
 - Habitat Creation and Enhancement
 - Research Experimentation
 - Water Quality Improvement
 - Adaptive Management
- General Information and Attachments
- Project Specific Questions
- Attachment Section

Detailed instructions for completing the five sections follow. The information requirements differ among the four possible categories of proposals; applicants need only provide requested information relevant to their proposal category. Examples and templates of attachments may be downloaded from the Program website: www.water.ca.gov/saltonsea.

4.1. Applicant Information Section

Applicant Information

Organization Name:	Select your organization from the drop-down list. Your organization must first be registered and appear on the drop-down list before filling in the application.
Tax ID:	Provide the federal tax ID number of the applicant
Point Of Contact:	Provide the name of the person responsible to liaison with the Department of Water Resources regarding the Salton Sea FAP application on behalf of the applying organization.
Proposal Name:	Insert the title of your proposal.
Project Objective:	Indicate the primary objective of the proposed work (250 characters).
Point of Contact:	Indicate the contact information of the primary point of contact for the project

Budget

Other Contribution:	Indicate the amount, if any, of other funding dedicated to completing the proposed work or other elements of the overall project. Indicate only funding that is committed and available to the proposed project. If no other funding would be provided, insert a zero.
Local Contribution:	Indicate the total Funding Match that will be committed to the Project from local sources such as local agencies and organizations. If there is no local contribution, enter zero.
Federal Contribution:	Indicate the total amount of federal funding. If there is no federal contribution, enter zero.
In-kind:	Indicate the value of in-kind services. In-Kind Contribution – refers to work performed by the grantee, the cost of which is considered funding match instead of actual funds from the grantee being used as cost-match. If there is no in-kind contribution, enter zero.
Amount Requested:	Indicate the amount of total grant funds requested.
Total Project Cost:	Indicate the total Proposal cost. This amount must equal the sum of the amount requested (grant funds), local contribution, other state contribution, federal contribution, and other contribution.

Geographic Information

Latitude and Longitude:	The BMS requires a single lat-long position for the project. Insert the lat-long coordinate for a point near the center of the project area. If multiple locations are involved, select a point that best characterizes the project location. For research, provide the coordinates for the location where the majority of the field work would occur. If conducted in an offsite laboratory, use a point that roughly corresponds to the center of the Salton Sea.
Longitude/Latitude Clarification:	Briefly describe the location of the lat-long coordinate provided above; for example, "Center point of proposed habitat creation site."
Location:	Describe where the majority of work would occur; for example, "Salton Sea shoreline near the mouth of Alamo River."
County:	Insert the name of the county in which the majority of work would occur (either Imperial or Riverside).
Groundwater Basin:	Indicate the DWR groundwater basin number (7-21.01, 7-22, 7-25, 7-30, 7-30, 7-31, 7-32, or 7-33) in which the majority of the work would be conducted (refer to the groundwater basin map at: http://www.water.ca.gov/groundwater/bulletin118/gwbasin_maps_descriptions.cfm).
Hydrologic Region:	Select "Colorado River."
Watershed:	Select "Salton Sea Transboundary."

Legislative Information

Assembly District:	Enter "80."
Senate District:	Enter "40."
U.S. Congressional District:	If the proposed work would occur along the northern portion of the Salton Sea, enter "45." If it would occur along the southern portion, enter "51." If both, enter "45 and 51."



To create a project in BMS, click on the "Project" tab and select "add new project". You are now ready to move to the next section.

4.2. Project Information Section

The Project section contains information specific to the project outlined in the proposal.

Project General Information

Project Name:	Enter your name (125 characters max)
Implementing Organization:	Choose your organization name from the dropdown menu
Secondary Implementing Organization	Enter secondary implementing organization if needed (125 characters max)
Proposed Start Date	Enter the start date of the proposed project
Proposed End Date	Enter the end date of the proposed project
Scope Of Work	Enter the scope of work of the proposed project (500 characters max)
Project Description	Enter the project description of the proposed project (2,000 characters max)
Project Objective	Enter the project objective of the proposed project (500 characters max)

Project Benefits Information

Depending on the type of project (Habitat Creation and Enhancement, Water Quality Improvement, Research, or Adaptive Management Experimentation) choose the benefit type that you find to be the most adequate to your project. Please choose one (1) benefit per project as dictated in the following table.

Project type	Benefit Level	Benefit type	Benefit	Description	Measurement
<i>Habitat Creation and Enhancement</i>	Primary	Acquisition Fee Title, or Restoration, or Acquisition Easement	Enter adequate benefit	Enter 1 short sentence describing the project	Enter unit as necessary
<i>Water Quality Improvement</i>	Primary	Water Quality, or Infrastructure Improvement	Enter adequate benefit	Enter 1 short sentence describing the project	Enter unit as necessary
<i>Research</i>	Primary	Research/Planning (including Science)	Enter adequate benefit	Enter 1 short sentence describing the project	Enter unit as necessary
<i>Adaptive Management Experimentation</i>	Primary	Research/Planning (including Science), or Technical Assistance, or Other	Enter adequate benefit	Enter 1 short sentence describing the project	Enter unit as necessary

The following sections Budget, Geographic Information, and Legislative information are identical to the ones found under the Applicant Information section above. You can copy the information you have already entered in Applicant Information section by clicking on the “Copy [section] data from Applicant Info”.

Budget Information

Click on “Copy Budget data from Applicant Info”

Geographic Information

Click on “Copy Geographic Information data from Applicant Info”

Legislative Information

Click on “Copy Legislative data from Applicant Info”

4.3. General Project Information Questions

Q1. Project Type:	Select the project type from the dropdown list.
Q2. Project Description:	Briefly summarize the proposed project (1,000 characters limit). Include the following information: project goals and objectives, project location, proposed work to be funded, proposed approach (overview of techniques and methods), anticipated timeframe, and anticipated benefits.
Q3. Applicant Contact Information:	Provide contact information (name, organization, phone number, and address) for the individual who would be the primary contact regarding the grant proposal.
Q4. Project Team Qualifications:	Identify and describe your project team, including any partnerships with nonprofit groups, citizens' groups, non-governmental organizations, and public or governmental agencies. Identify the proposed Project Manager/Principal Investigator (PM/PI) and key staff as well as the corresponding roles of team members. Provide a brief biographical summary for the PM/PI and each of the key staff members. An organization chart and copies of resumes can be entered in subsequent fields.
Q5. Related Experience:	Describe your experience with completing this type of project or similar projects within the scheduled timeframe and within the allowable budget. Provide a description of recently completed or ongoing projects that support your team's ability to perform the proposed work.

4.4. Project Specific Questions



*Detailed instructions for each proposal types follow. The information requirements differ among the four possible types of projects. **Applicants need only to provide requested information relevant to their project type. Make sure you are on the appropriate project type tab before continuing filing out your application.***

Habitat Creation and Enhancement Project

Q6. Project Type	Is your project a Habitat Creation and Enhancement type of project? If it is go to question #2 of this section. If not, go to the appropriate project type section to complete your application.
Q7. Project Goals and Objectives:	State the habitat restoration goals and objectives of the proposed project. These should be simple, objective statements about what the proposed project seeks to accomplish over the near and long term. The objectives should be measureable and consistent with the Program goals identified in the guidelines. Include a description of performance metrics that could be used to measure the effectiveness in achieving the stated goals and objectives.
Q8. Proposed Habitat Creation or Enhancement:	Describe the habitat proposed for creation or enhancement. Include a description of the anticipated features and characteristics of the created or enhanced habitat (such as acreage, water depth, salinity, vegetation cover) upon completion of project construction as well as the characteristics of the habitat when fully established. Indicate the timeframe for achieving full establishment of the habitat.

Q9. Current Site Conditions:	<p>Describe the current conditions at the site proposed for habitat creation or enhancement and the immediate vicinity. Include information on land ownership and characteristics such as land use, topography, soils and sediments, vegetation, wildlife usage, drainage patterns, contaminants, and any other features pertinent to the proposed project. The description should be sufficient to demonstrate that the site is suitable for the proposed project. Indicate whether the site is occupied by State- or federally listed species or species of special concern.</p> <p>Attach a location map and any photos or figures that illustrate the current condition of the site on the "Site Map and Photos" section of the application under the tab labeled "General Information and Attachments."</p>
Q10. Proposed Approach:	<p>Generally describe the approach for implementation of the proposed work. Include information on grading, water conveyance, planting, invasive plant removal, erosion control methods, and other key features of the proposed work. Indicate whether the proposed techniques have been successfully implemented at the Salton Sea or in a similar environment. Demonstrate that the best available science has been incorporated into the design.</p> <p>Attach design drawings and other graphical information related to the design on the "Design Drawings and Figures" section of the application under the tab labeled "General Information and Attachments."</p> <p>Also attach a Work Plan, Budget, and Schedule as described on the "General Information and Attachments" tab of this application.</p>
Q11. Project Benefits:	<p>Describe the anticipated benefits to be provided by the proposed project and explain how the project would further the goals of the Program. Indicate the species that the habitat is intended to support and describe the relative contribution the project would make in supporting the priority fish and wildlife described in the guidelines. If applicable, describe how the proposed project would benefit adjacent habitat or provide connectivity among existing habitats. Also, describe future actions, if any, needed beyond the scope of this project to fully address the overall project goals.</p>
Q12. Operations and Maintenance (O&M):	<p>Generally describe how the project would be operated and maintained over time. Include a description of periodic maintenance activities that would be required, an estimate of projected costs, and a description of the frequency and timing of activities such as water management, vegetation management, sediment removal, and other O&M activities relevant to the proposed project. Indicate who would perform long-term maintenance and describe how the O&M would be funded.</p> <p>The applicant will be expected to prepare a detailed O&M Plan for the project, which should be included as a task component of the Work Plan and Budget.</p>
Q13. Monitoring and Adaptive Management:	<p>Generally identify the areas of scientific uncertainty associated with the project and describe the plan to adaptively manage the habitat to achieve the project goals and objectives. Describe the monitoring that would be conducted to measure performance and inform adaptive management adjustments in the future.</p> <p>The applicant will be expected to prepare a detailed Monitoring and Adaptive Management Plan for the project, which should be included as a task component of the Work Plan and Budget. The plan will be for a minimum of 5 years. Monitoring reports are to be submitted annually to DFG. Funding for implementation of the first 2 years of monitoring under the plan can be included in the applicant's budget. Indicate the funding source for the monitoring and adaptive management beyond the initial 2 years.</p>
Q14. Phasing:	<p>Indicate whether and how the proposed work might be phased or reduced if the project is funded at a reduced level. Explain how project benefits and total cost of the project would be affected if portions were deferred to later years. Also, describe the extent to which the proposed habitat could be expanded in the future and the cost effectiveness of those additions.</p> <p>If the proposed work is a continuation of previously completed work, describe the extent to which the continued success of the prior work is dependent upon the proposed work. If the previous work was funded by a State agency, list the project name and year the grant was awarded.</p>

Q15. Availability of Water:	If the proposed project requires water, describe the water requirements (volume and quality) and identify the source(s). Explain the reliability of the water source and describe how the proposed habitat would be influenced by a temporary reduction or interruption of water supply or changes in water quality. Identify the sources of funding for the water supply.
Q16. Adjacent Property Impacts:	Describe how the proposed project might affect adjacent property and landowners. Disclose any known concerns or opposition to the project or land access issues.
Q17. Sustainability and Climate Change:	Describe the resilience of the proposed habitat to changing conditions, such as higher average temperatures, decrease in the surface elevation of the Salton Sea, and increased salinity in the Salton Sea. Indicate the period of time that the proposed habitat would be functional.

Water Quality Improvement Project

Q6. Project Type:	Is your project a Water Quality Improvement type of project? If it is go to question #2 of this section. If not, go to the appropriate project type section to complete your application.
Q7. Project Goals and Objectives:	State the goals and objectives of the proposed project. These should be simple, objective statements about what the proposed project seeks to accomplish over the near and long term. The goals should be measureable and consistent with the Program goals identified in the guidelines. Include a description of performance metrics that could be used to measure the effectiveness in achieving the stated goals and objectives.
Q8. Proposed Water Quality Improvements:	Describe the proposed water quality improvement project, including physical features of the project, the source and quality of the water to be improved, the water quality issue to be addressed (for example, selenium, nutrients), the anticipated level of improvement, the location of any proposed facilities, the anticipated volume of water with improved quality, the anticipated use of improved water, the amounts and disposition of contaminants removed, and other relevant characteristics of the proposed project. Indicate the timeframe for the project to become fully functional.
Q9. Current Site Conditions:	<p>If the project requires the construction or installation of facilities, describe the current conditions at the location(s) where the facilities would be installed. Include information on characteristics such as land use, topography, soils, vegetation, wildlife usage, drainage patterns, contaminants, and any other features pertinent to the proposed project location. If the proposed project involves changes in land use practices in the watershed, describe the characteristics of the area affected. Indicate whether the site is occupied by State- or federally listed species or species of special concern.</p> <p>Attach a location map and any photos or figures that illustrate the current condition of the site or area on the "Site Map and Photos" section of the application under the tab labeled "General Information and Attachments."</p>
Q10. Proposed Approach:	<p>Generally describe the approach for implementation of the proposed work. As relevant, include information on construction, water conveyance, planting, and other key features of the proposed work. Indicate whether the proposed techniques have been successfully implemented at the Salton Sea or in a similar environment. Demonstrate that the best available science has been incorporated into the approach.</p> <p>If relevant, attach design drawings and other graphical information related to the design on the "Design Drawings and Figures" section of the application under the tab labeled "General Information and Attachments."</p> <p>Also attach a Work Plan, Budget, and Schedule as described on the "General Information and Attachment" tab of this application.</p>
Q11. Project Benefits:	Describe the anticipated benefits to be provided by the proposed project and explain how the project would further the goals of the Program. Identify the species or habitats that would benefit from the water quality improvement and describe the relative contribution the project would make in supporting the priority fish and wildlife described in the guidelines.
Q12. Operations and Maintenance (O&M):	<p>Generally describe how the project would be operated and maintained over time. Include a description of periodic maintenance activities that would be required, an estimate of projected costs, and a description of the frequency and timing of activities such as water management, vegetation management, sediment removal, and other O&M activities relevant to the proposed project. Indicate who would perform long-term maintenance and describe how the O&M would be funded.</p> <p>The applicant will be expected to prepare a detailed O&M Plan for the project, which should be included as a task component of the Work Plan and Budget.</p>

Q13. Monitoring and Adaptive Management:	<p>Generally identify the areas of scientific uncertainty associated with the project and describe the plan to adaptively manage the project to help ensure that the project goals and objectives are achieved. Describe the monitoring that would be conducted to measure performance and inform adaptive management adjustments in the future.</p> <p>The applicant will be expected to prepare a detailed Monitoring and Adaptive Management Plan for the project, which should be included as a task component of the Work Plan and Budget. Monitoring reports are to be submitted annually to DFG. Funding for implementation of the first two years of monitoring under the plan can be included in the applicant's budget. Indicate the funding source for the monitoring and adaptive management beyond the initial two years.</p>
Q14. Phasing:	<p>Indicate whether and how the proposed work might be phased or reduced if the project is funded at a reduced level. Explain how project benefits and total cost of the project would be affected if portions were deferred to later years. Describe the extent to which the proposed project could be expanded in the future and the cost effectiveness of those additions.</p> <p>If the proposed work is a continuation of previously completed work, describe the extent to which the continued success of the prior work is dependent upon the proposed work. If the previous work was funded by a State agency, list the project name and year the grant was awarded.</p>
Q15. Availability of Water:	Describe the water requirements (volume and quality) and identify the source(s). Explain the reliability of the water source and describe how the proposed project would be influenced by a temporary reduction or interruption of water supply or changes in water quality.
Q16. Adjacent Property Impacts:	Describe how the proposed project might affect adjacent property and landowners. Disclose any known concerns or opposition to the project or land access issues.
Q17. Sustainability and Climate Change:	Describe the sustainability of the proposed project and its resilience to change.

Research Project

Q6. Project Type:	Is your project a Research type of project? If it is go to question #2 of this section. If not, go to the appropriate project type section to complete your application.
Q7. Research Goals and Objectives:	State the goals and objectives of the proposed research project.
Q8. Proposed Research:	Describe the proposed research, the scientific basis, and the questions that the research would investigate. Include any conceptual models that may help clarify the areas of uncertainty. Attach any relevant conceptual models on the "Design Drawings and Figures" section under the "General Information and Attachments" tab.
Q9. Relevance to Program Goals:	Describe how the proposed research directly relates to the successful creation and maintenance of habitat at the Salton Sea in the near term. Within the context of previous attempts to collect similar information, describe how the proposed research would fill a data gap or provide new information useful to improving existing and future habitat values.
Q10. Research Methods:	<p>Describe the approach and design of the proposed research. Include the initial hypotheses to be tested, anticipated experimental methods, and likely statistical analyses. For research conducted in the field, indicate the locations where work would occur.</p> <p>Attach maps and other graphical information related to the research on the "Design Drawings and Figures" section of the application under the tab labeled "General Information and Attachments."</p> <p>Also attach a Work Plan, Budget, and Schedule as described on the "General Information and Attachment" tab of this application.</p>

Q11. Timeframe:	Indicate how soon after project initiation the proposed research could provide managers with preliminary interpretations of data that may lead to insight into creation and management of habitats.
Q12. Phasing:	Indicate whether and how the proposed work might be phased or reduced if the project is funded at a reduced level. Explain how project benefits and total cost of the project would be affected if portions were deferred to later years.
Q13. Benefits of the Research:	Describe the anticipated benefits to be provided by the proposed research and explain how the results would further the goals of the Program. Indicate the species that would ultimately benefit from the work and describe the relative contribution the project could make in supporting the priority fish and wildlife described in the guidelines.

Adaptive Management Experimentation Project

Q6. Project Type:	Is your project an Adaptive Management Experimentation type of project? If it is go to question #2 of this section. If not, go to the appropriate project type section to complete your application.
Q7. Adaptive Management Goals:	State the goals and objectives of the proposed adaptive management experiment. These should be simple, objective statements about what the proposed work seeks to accomplish over the near and long term. The goals should be measureable and consistent with the Program goals identified in the guidelines. Include a description of performance metrics that would be used to measure the effectiveness in achieving the stated goals and objectives.
Q8. Proposed Experiment:	Describe the proposed adaptive management experiment. Include a description of the habitat or management practices that would be manipulated for the purposes of the experiment and the timeframe over which the experiment would be conducted. Describe the rationale for the proposed experiment, including the scientific basis and any conceptual models that help clarify the areas of uncertainty. Attach any relevant conceptual models on the "Design Drawings and Figures" section under the "General Information and Attachments" tab. Indicate the timeframe for the project to become fully functional.
Q9. Current Site Conditions and Management:	Identify the owners and land managers of the site where the proposed work would be conducted. Describe the current conditions at the site proposed for the experiment, including information on the physical characteristics pertinent to the proposed project. Describe how the site is managed, with particular attention to management actions that may be modified as a result of the experiment. Indicate whether the site is occupied by State- or federally listed species or species of special concern. Attach a location map and any photos or figures that illustrate the current condition of the site on the "Site Map and Photos" section of the application under the tab labeled "General Information and Attachments."
Q10. Proposed Approach:	Describe the approach for implementation of the proposed work. Include information on the study design, monitoring requirements, and a description of how management would be adapted as a result of project outcomes. Also, describe the extent of any additional activities at the site needed to accommodate the experiment, such as earthwork, installation of water conveyance structures, planting, invasive plant removal, erosion control, and other key actions of the proposed work. Indicate whether the proposed techniques have been successfully implemented at the Salton Sea or in a similar environment. Attach design drawings and other graphical information related to the experiment on the "Design Drawings and Figures" section of the application under the tab labeled "General Information and Attachments." Also attach a Work Plan, Budget, and Schedule as described on the "General Information and Attachment" tab of this application.
Q11. Project Benefits:	Describe the anticipated benefits to be provided by the proposed project and explain how the project would further the goals of the Program.
Q12. Phasing:	Indicate whether and how the proposed work might be phased or reduced if the project is funded at a reduced level. Explain how project benefits and total cost of the project would be affected if portions were deferred to later years.

Q13. Availability of Water:	If the proposed project requires additional water, describe the water requirements (volume and quality) and identify the source(s). Explain the reliability of the water source and describe how the proposed project would be influenced by a temporary reduction or interruption of water supply or changes in water quality.
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Q14. Adjacent Property Impacts:	Describe how the proposed project might affect adjacent property and landowners. Disclose any known concerns or opposition to the project or land access issues.
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4.5. Attachments Section

Provide the attachments listed below by attaching files to the BMS application. When attaching files, please use the naming convention specified below. For instructions on attaching files, please refer to the BMS User Manual.

Acceptable file formats are: MS Word, MS Excel, or PDF. PDF files should be generated, if possible, from the original application file rather than scanned hardcopy. Maps, photographs, documents, and reports should be formatted with no component larger than 50 megabytes (MB). However, DWR strongly recommends that for speed of upload you limit the file size to 20MB. Documents greater than 50MB should be divided into their parts (e.g., cover page, table of contents, chapters, figures, photos, appendices).

Attachments Naming Convention

When uploading an attachment in BMS, the following attachment title naming convention must be used:

Agency_Attachment

Where:

- “Agency” is an abbreviation for the name of the applicant
- “Attachment” is an abbreviation for the name of the attachment

<input type="checkbox"/>	A1- Authorizing Resolution:	Attach a scanned copy of a signed resolution or equivalent document from the applicant's governing board or officer authorizing the submittal of this application.
<input type="checkbox"/>	A2-Applicant Team Organization: Chart	Attach an organization chart indicating key staff and their roles relative to the proposed work.
<input type="checkbox"/>	A3-Resumes/CVs:	Attach resumes/CVs for the PM/PI and key staff proposed for the project. You can combine all the CVs in one document as long as the individuals are identified.
<input type="checkbox"/>	A4-Work Plan:	Attach a work plan with a task-by-task description of how the proposed work would be conducted and identify the deliverables for each task. The work plan must also identify which costs are being directly funded by the Program.
<input type="checkbox"/>	A5-Budget:	Attach a budget for the requested funding showing the breakdown of estimated costs of the proposed work by task, including a list of equipment to be purchased as part of the project. The budget should also indicate the total cost of the project and the source of additional funding, if any, including any cash contributions, in-kind services, volunteer effort, maintenance and operation costs, and other grant funding. Please differentiate the grant request from the total project budget and demonstrate how the grant award would be tracked separately. Also, describe the basis for the cost estimates and the methods used to calculate them.

<input type="checkbox"/>	A6-Schedule:	Attach a schedule for completing the proposed work by task, and indicate significant milestones. This can be submitted in Microsoft Word, Excel, or Project file formats.
<input type="checkbox"/>	A7-Site Maps and Photos:	Attach a location map indicating the proposed project and vicinity, and any photos and diagrams that would help illustrate the current condition of the proposed site. Please include a legal description of the project site, if available.
<input type="checkbox"/>	A8-Design Drawings and Figures:	Attach design drawings that depict the proposed habitat creation or enhancement as well as any diagrams or figures that would help illustrate project features and assist in the review of the proposal.
<input type="checkbox"/>	A9-Letters of Support:	Attach any letters or other evidence from local entities indicating support for the proposed project.
<input type="checkbox"/>	A10-Operation and Maintenance Plan	As needed

5. Salton Sea Financial Assistance Program Schedule

The [Table 5-1](#) shows the tentative program timeline from the release of the PSP through the award of funding. Updates for the events listed in the schedule may be required. When finalized, an updated schedule will be posted on the DWR website (www.water.ca.gov/saltonsea/). Updates may also be advertised through email announcements. Parties that are not already on the mailing list and wish to receive updates on the Salton Sea Financial Assistance Program should email Vivien Maisonneuve at vmaisonnn@water.ca.gov.

TABLE 5-1
Salton Sea Financial Assistance Program Schedule

Applicant workshop	August 2012
Application deadline	September 2012
Public meeting to discuss initial funding recommendations	November-December 2012
DWR/DFG approves final grant awards	January-February 2013
Contracts executed	March-April 2013

6. Application Checklist

To be considered complete and eligible for evaluation, applications must include a BMS application form (www.water.ca.gov/bms) with all fields completed, a printout hard copy of the BMS application with the applicant(s) original signatures, and the following attachments. An asterisk (*) indicates a required attachment for all applications. The others should be submitted if applicable.

- ☐ *A resolution from the applicant's organization governing board authorizing submittal of a grant application, indicating their intent to accept the grant if awarded, and authorizing specific individuals to sign the funding agreement on behalf of the organization.
- ☐ *Resumes and other organizational documents qualifying the project team
- ☐ *A work plan detailing a task-by-task description of work to be performed
- ☐ *A budget for the requested funding
- ☐ *A schedule for completing the proposed work, the availability of results, and monitoring efforts
- ☐ A site map or photos showing the location of the project in relation to the Salton Sea
- ☐ Drawings, sketches, or figures in adequate, descriptive detail to evaluate the project
- ☐ Complete Initial Study Checklist along with the most current version of the project's CEQA document
- ☐ Permit Checklist identifying the project's anticipated permitting requirements
- ☐ Any letters, either willing seller letters (if acquiring property) or letters of support from affected land owners or other applicable members of the community.

7. Application Evaluation Criteria

Based on the materials submitted by the applicant, the Technical Review Panel will evaluate and score the overall proposal based on the following criteria and determine an initial ranking based on a maximum score of 100 points possible. Please refer to the tables [5-2](#) and [5-3](#).

[Table 5-2](#) lists the documents that are expected to be included in the proposal for the different types of projects. [Table 5-2](#) is intended to help the applicant to submit a complete proposal. The reviewers will based their reviews of the documents included in the proposal on the scoring criteria laid out in [Table 5-3](#).

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TABLE 5-2
SSFAP Application Evaluation Criteria

Criteria	Application Elements				Total Points
	Habitat Creation and Enhancement	Water Quality	Research	Adaptive Management	
Consistency with Program Goals and Objectives	<ul style="list-style-type: none"> – Project goals and objectives – Proposed project – Project benefits – Operation and Maintenance Plan 	<ul style="list-style-type: none"> – Project goals and objectives – Proposed project – Project benefits – Operation and Maintenance Plan 	<ul style="list-style-type: none"> – Research goals and objectives – Proposed research – Research benefits – Operation and Maintenance Plan 	<ul style="list-style-type: none"> – Adaptive management goals – Proposed experiment – Project benefits – Operation and Maintenance Plan 	35
Applicant Qualifications	<ul style="list-style-type: none"> – Project team qualifications and organization – Resumes* – Related experience 	<ul style="list-style-type: none"> – Project team qualifications and organization – Resumes* – Related experience 	<ul style="list-style-type: none"> – Project team qualifications and organization – Resumes* – Related experience 	<ul style="list-style-type: none"> – Project team qualifications and organization – Resumes* – Related experience 	15
Readiness	<ul style="list-style-type: none"> – Proposed approach – Project operations and maintenance – Project monitoring and management – Design drawings and figures* – Schedule* – Environmental compliance/ CEQA IS checklist* 	<ul style="list-style-type: none"> – Proposed approach – Project operations and maintenance – Project monitoring and management – Schedule* – Design drawings and figures* – Environmental compliance/ CEQA IS checklist* 	<ul style="list-style-type: none"> – Research methods – Schedule* – Design drawings and figures (if applicable) * – Environmental compliance/ CEQA IS checklist* 	<ul style="list-style-type: none"> – Proposed approach – Schedule* – Environmental compliance/ CEQA IS checklist* 	15
Feasibility to Implement	<ul style="list-style-type: none"> – Current site conditions – Phasing – Availability of water – Adjacent property impacts – Sustainability and climate change – Permit checklist* – Sitemaps and photos* – Letters of support* – Authorizing resolution* – Work plan* – Budget * – Timeframe for implementation 	<ul style="list-style-type: none"> – Current site conditions – Phasing – Availability of water – Adjacent property impacts – Sustainability and climate change – Permit checklist* – Sitemaps and photos* – Letters of support* – Authorizing Resolution* – Work plan* – Budget* – Timeframe for implementation 	<ul style="list-style-type: none"> – Current site conditions – Permit checklist* – Sitemaps and photos* – Work plan* – Budget* – Timeframe for implementation 	<ul style="list-style-type: none"> – Current site conditions – Phasing – Availability of water – Adjacent property impacts – Sustainability and climate change – Permit checklist* – Sitemaps and photos* – Letters of support* – Authorizing resolution* – Work plan – Budget – Timeframe for implementation 	35
* Denotes attachment					Maximum Total Points 100

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Table 5-3 – Supplemental Scoring Criteria and Scoring Standards

Scoring Criteria	Range of Points Possible	Weighting Factor	Score	Scoring Standards
Consistency with Program Goals and Objectives <i>Scoring will be based on whether the proposal has demonstrated it fully meets the Program Goals and Objectives through well supported documentation and logical rational.</i> <u>The following criteria are relevant to all 4 types of projects.</u> If implemented, will the proposal result in improving the living conditions of species of fish or wildlife using the Salton Sea or its tributaries? If implemented, will the proposal help us better understand the ecology of fish or wildlife of the Salton Sea and fill existing crucial data gaps? Were the protocols described in the proposal subject to peer review? Will the project be sustainable beyond 2017? Does the proposal include an O&M Plan?	0, 3, 4, and 5	7	35	5 points will be awarded if the project proposal fully addresses the Program Goals and Objectives.
			28	4 points will be awarded if the project proposal fully addresses the Program Goals and Objectives but is not well documented.
			21	3 points will be awarded if the project proposal partially addresses the Program Goals and Objectives and is not well documented.
			0	0 point will be awarded if the project proposal does not address the Program Goals and Objectives and is not documented.
			<i>A score of 0 will disqualify the applicant</i>	

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Table 5-3 – Supplemental Scoring Criteria and Scoring Standards

Scoring Criteria	Range of Points Possible	Weighting Factor	Score	Scoring Standards
Applicant Qualifications <i>Scoring will be based on whether the applicant has presented himself, or the project proponent, as being qualified to carry out the project.</i> Has the applicant provided a resume? Has the applicant presented himself or a team as experts in their field of work related to the project submitted? Has the applicant fully documented the experience/education background of the project investigator?	0, 3, or 5	3	15	A score of 5 will be awarded if the applicant has assembled a highly qualified team with experience implementing similar projects
			9	A score of 3 will be awarded if the applicant has some experience implementing similar projects.
			0	A score of 0 will be awarded if the applicant has no experience in conducting similar projects. <i>A score of 0 will disqualify the applicant.</i>
Readiness <i>Scoring will be based on whether the applicant has presented his ability to start implementing the project within 12 months after the assumed agreement execution date, or completing the project within 36 months from the assumed date of agreement execution.</i> Has the applicant provided a schedule that is consistent with the Work Plan? What are the project starting and completion dates? How many months will occur between the assumed agreement execution date and the start of construction or implementation of the project? Are the necessary environmental compliance documents and permits secured or can they be secured in the allotted time?	0, 3, or 5	3	15	A score of 5 will be awarded to a project able to start within 6 months after the assumed agreement execution date:-
			9	A score of 3 will be awarded to a project able to start within 12 months after the assumed agreement execution date.
			0	A score of 0 will be awarded if the proposal fails to demonstrate a reasonable starting date within 12 months after the assumed agreement execution date. <i>A score of 0 will disqualify the applicant.</i>

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Table 5-3 – Supplemental Scoring Criteria and Scoring Standards

Scoring Criteria	Range of Points Possible	Weighting Factor	Score	Scoring Standards
Feasibility <i>Scoring will be based on whether the applicant has demonstrated that the project is deliverable as described and within the timeframe mentioned in the proposal.</i> Does the applicant submitted scientific and technical information support the feasibility of the Proposal? Has the applicant submitted a Work Plan and Budget thoroughly documented and supported by logical rational? Are all the costs included in the budget justified and reasonable? Do the tasks collectively implement the Proposal? Are tasks for each project of adequate detail and completeness so that it is clear that the project can be implemented? Are there other factors that would impact the feasibility of the project?	0, 3, 4, or 5	7	35	A score of 5 will be awarded if the applicant has demonstrated the feasibility of the project supported by thorough and well-presented documentation and logical rational.
			28	A score of 4 will be awarded if the applicant has demonstrated the feasibility of the project but has not supported the proposal by thorough and well-presented documentation and sufficient rational.
			21	A score of 3 will be awarded if the applicant has partially demonstrated the feasibility of the project and supported the proposal by incomplete or insufficient documentation and rational.
			0	A score of 0 will be awarded if the applicant has not demonstrated the feasibility. <i>A score of 0 will disqualify the applicant.</i>

Appendix A

Useful Web Links

Bond Accountability

<http://bondaccountability.ca.gov/>

California Water Code

<http://www.leginfo.ca.gov/cgi-bin/calawquery?codesection=wat&codebody=&hits=20>

DWR

Salton Sea Restoration Program

<http://www.water.ca.gov/saltonsea/>

Species Conservation Habitat Project

<http://www.water.ca.gov/saltonsea/habitat/index.cfm>

Home Page

<http://www.water.ca.gov/>

Grants and Loans

<http://www.grantsloans.water.ca.gov/>

Proposition 84

http://baydeltaoffice.water.ca.gov/sdb/prop84/index_prop84.cfm

Bond Management System

<http://www.water.ca.gov/bms>

CEQA Information

Environmental Information

<http://ceres.ca.gov/index.html>

California State Clearinghouse Handbook

http://opr.ca.gov/docs/SCH_Handbook_2009.pdf

DWR Guidance on Climate Change Issues

<http://www.water.ca.gov/climatechange/>

Department of Industrial Relations

<http://www.dir.ca.gov/lcp.asp>

Environmental Justice

<http://www.calepa.ca.gov/envjustice/>

NEPA Information

<http://www.epa.gov/compliance/nepa/index.html>

Public Resource Code

<http://caselaw.lp.findlaw.com/cacodes/prc.html>

Appendix B

Definitions and Acronyms

Applicant. A California local agency or nonprofit organization, or an organization consisting of more than one eligible local agency or nonprofit association that is the principal party applying for funding under this proposal solicitation cycle.

Application. The electronic and hard copy submission to DWR that requests grant funding for the proposal that the applicant intends to implement.

Acquisition. Obtaining a fee interest or any other interest in real property, including easements, leases, and development rights.

BMS. Bond Management System; the online application to receive and manage grant funding through the Natural Resources Agency.

California Native American Tribe. A federally recognized California Native American tribe or a non-federally recognized California Native American tribe that is on the contact list maintained by the Native American Heritage Commission (NAHC) as defined in the State of California Tribal Consultation Guidelines, Supplement to General Plan Guidelines.

CEQA. California Environmental Quality Act.

DFG. California Department of Fish and Game.

DWR. California Department of Water Resources.

Easement. An interest in land entitling the holder thereof to a limited use or enjoyment of the land in which the interest exists for a set period of time, often in perpetuity.

Funding Agreement. An agreement entered into by a successful applicant and the State to provide funds for the selected project.

Grantee. An applicant who has an agreement for grant funding with the State.

Natural Resources Agency. The parent agency under which both DWR and DFG operate.

Nonprofit organization. An organization that does not operate for profit and has no official governmental status, including but not limited to clubs, societies, neighborhood organizations, advisory councils, conservation organizations and privately run local community conservation corps. Public Resources Code Section 75005(k) defines a nonprofit organization as a nonprofit corporation qualified to do business in California, and qualified under Section 501(c)(3) of the United States Internal Revenue Code.

Other sources of funds. Cash or in-kind contributions that are required or used to complete the project beyond the grant funds provided by the Program.

Project. All planning, engineering, acquisition of real property interests, construction, and related activities undertaken to implement a discrete action to be funded under the Program. It also refers to research funded and conducted in accordance with these Guidelines.

Property interest. Any right in real property, including easement, fee title, and any other kind of right acquired by legally binding means.

Proposal. A project or suite of actions that are proposed for funding pursuant to an application for grant funding.

PSP. Proposal Solicitation Package; the online application for receiving grant funding from the Program.

Public agency. Any State of California department or an agency, a county, city, public district or public agency formed under California law.

The Salton Sea or The Sea. A saline lake of southeast California in the Imperial Valley. It was a salt-covered depression known as the Salton Sink until 1905, when flood waters of the Colorado River formed the lake.

SCH. The Species Conservation Habitat project.

State. The State of California, acting by and through the Department of Water Resources or the Department of Fish and Game.

Appendix C

Templates and Examples

The Following documents are provided to assist applicants in providing information succinctly and uniformly, and are available for download on the Program website once the solicitation period is open at: <http://www.water.ca.gov/saltonsea>

Resolution Template

RESOLUTION NO. _____

Resolved by the <Insert name of governing body, city council, organization, or other> of the <Insert name of agency, city council, organization, or other>, that application be made to the California Department of Water Resources to obtain a Salton Sea Restoration Fund enacted by Salton Sea Restoration Act (Chapter 13 of Division 3 of the Fish and Game Code commencing with Section 2930) and pursuant to the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Public Resource Code (PRC) Section 75001 *et seq.*), and to enter into an agreement to receive a grant for the: <Insert name of Proposal>. The <Insert title – Presiding Officer, President, Agency Manager, or other officer> of the <Insert name of agency, city, county, organization, or other> is hereby authorized and directed to prepare the necessary data, conduct investigations, file such application, and execute a grant agreement with California Department of Water Resources.

Passed and adopted at a meeting of the <Insert name of agency, city, county, organization, or other> on <Insert date>.

Authorized Original Signature: _____

Printed Name: _____

Title: _____

Clerk/Secretary: _____

Work Plan Template

Table X – Typical Work Plan Outline

Budget Category (a): Direct Project Administration Costs
<p>Task 1: Administration [Description of work]</p> <p>Deliverables: Preparation of invoices and other deliverables as required.</p>
<p>Task 2: Labor Compliance Program [Description of work]</p> <p>Deliverable: Submission of Labor Compliance Program</p>
<p>Task 3: Reporting [Description of work]</p> <p>Deliverables: Submission of quarterly, annual and final reports as specified in the Grant Agreement.</p>
Budget Category (b): Land Purchase/Easement
[If applicable, describe work]
Budget Category (c): Planning/Design/Engineering/Environmental Documentation
<p>Task 4: Assessment and Evaluation [Description of work]</p> <p>Deliverables: Technical studies</p>
<p>Task 5: Final Design [Description of work]</p> <p>Deliverables: Completion of project plans and specifications at the 90 percent and final level.</p>
<p>Task 6: Environmental Documentation [Description of work]</p> <p>Deliverable: Approved and adopted CEQA/NEPA documentation</p>
<p>Task 7: Permitting [Description of work]</p> <p>Deliverables: Section 1602, 404, 402, NPDES, etc.</p>
Budget Category (d): Construction/Implementation
<p>Task 8: Construction Contracting [Description of work]</p> <p>Deliverables: Advertisement for bids; pre-bid contractors meeting; evaluation of bids; award contract</p>

<i>Budget Category (d): Construction/Implementation (Continue)</i>
<p>Task 9: Construction</p> <p>[Description of work]</p> <p>Subtask 9.1 Mobilization and Site Preparation</p> <p>[Description of work]</p> <p>Subtask 9.2 Project Construction</p> <p>[Description of work]</p> <p>Subtask 9.3 Performance Testing and Demobilization</p> <p>[Description of work]</p>
<i>Budget Category (e): Environmental Compliance/Mitigation/Enhancement</i>
<p>Task 10: Environmental Compliance/Mitigation/Enhancement</p> <p>[Description of work]</p>
<i>Budget Category (f): Construction Administration</i>
<p>Task 11: Construction Administration</p> <p>[Description of work]</p>

Budget Example

Table XX – Project Budget					
Proposal Title: _____					
Project Title: _____					
	(a)	(b)	(c)	(d)	(e)
Budget Category	Non-State Share* (Funding Match)	Requested Grant Funding	Other State Funds Being Used	Total	% Funding Match
(a) Direct Project Administration Costs					
(b) Land Purchase/Easement					
(c) Planning/Design/Engineering/Environmental Documentation					
(d) Construction/ Implementation					
(e) Environmental Compliance / Mitigation/ Enhancement					
(f) Construction Administration					
(g) Other Costs					
(h) Construction/Implementation Contingency					
(i) Grand Total (Sum rows (a) through (h) for each column)					
*List sources of funding: Use as much space as required					

We encourage applicants to provide justification and discuss the costs entered in the table.

- (a)** Up to 5% of the total grant awarded can go toward the administration of the grant.
- (b)** Land purchase is not always necessary.
- (c)** Costs related to project before it is implemented.
- (d)** Costs related to the construction or implementation of the project.
- (e)** Construction administration

Schedule

The schedule can be submitted as a MS Word, Excel or PDF document. **Schedules should be in tabular format and may include overlapping timeframes; it should outline the time estimated to complete the specific tasks within the budget and work plan.** No Template is provided for this attachment.